



Flathead Conservation District
133 Interstate Lane, Kalispell, MT 59901
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Web site: www.flatheadcd.org

CALL TO ORDER & ATTENDANCE: Chairman Ronald Buentemeier called the meeting to order at 7:00 P.M. in the conference room.

Board members present: Ronald Buentemeier, Chairman; Dean Sirucek, Supervisor; John Ellis, Supervisor; Mark Siderius, Supervisor; Verdell Jackson, Supervisor being a quorum of the Board.

Board members not in attendance: Camisha Sawtelle, Secretary/Treasurer; Pete Woll, Vice-Chairman. Absences are excused.

Also in attendance were: Lori Curtis, Associate Supervisor; Valerie Kurth, Ginger Kauffman and Kari Musgrove, Flathead CD staff; Laura Katzman, Flathead Land Trust; Sarah Bowman, Big Sky Watershed Corps & Flathead CD; James Dillon, Flathead River Steward; Angel Rosario, NRCS; Hilary Devlin, Flathead Lakers.

MINUTES: Information regarding the next meeting was corrected. Dean Sirucek made a motion "to approve the minutes of the January 11, 2016, 310-meeting as amended." Verdell Jackson seconded. Motion carried unanimously.

CORRESPONDENCE:

1. MSU Extension & MT Dept. of Agriculture are co-sponsoring a Rodent Pest Control training Tuesday, February 2, North Fork Room, Hampton Inn, Kalispell, 9:00 A.M. – Noon. Contact Pat McGlynn 406-758-5553 or Kim Caddell 406-257-9015.
2. Soil & Water Conservation Districts of Montana (SWCDM) January 21, 2016, issue of "The Montana Conservationist" contains information on drought, the Flathead Watershed Sourcebook Educator's Guide, and the 2016 class of Big Sky Watershed Corps members.
3. DEQ 2016 storm water construction training will be held in Kalispell April 26-April 29. Contact Christopher Romankiewicz, DEQ, 406-475-2138. This training is pertinent to 310-permitting.
4. Emails from Jeff Tiberi, MACD, regarding:
 - Water Policy
 - the House passed a resolution to disapprove the Water of the US rule
 - BLM's decision on grazing and MACD's response
5. Whitefish Planning Board January 21, 2016, meeting agenda
6. Notice: Little Beaver CD in Baker, MT, is looking to hire a new Administrator.
7. The Northwestern Agricultural Research Center's 2016 Crop Update meeting will be held Thursday, February 4, 9:30 A.M., at the Red Lion Inn adjacent to the Kalispell Center Mall. Contact 406-755-4303.



FINANCIAL: The following bills were reviewed:

1. CenturyLink \$304.66
2. VISA \$1,005.00
3. Anders Business Solutions \$2,312.83

Mark Siderius made a motion “to approve the bills as presented.” Verdell Jackson seconded. Motion carried unanimously.

PUBLIC COMMENT: No one was present to comment on items not on the agenda.

NORTH SHORE EROSION PROJECT: Laura Katzman, Land Protection Specialist for Flathead Land Trust, gave a presentation regarding the erosion control project on the North Shore of Flathead Lake. She reviewed future project details on the Sliter property, which is close to Somers, and is the area currently being focused on. Laura explained some project funding has been obtained, however, more is being sought to reach the \$233,500 budget. Laura asked if the Flathead CD could help support the project in the amount of \$15,000.00. Discussion held. This will be placed on the February business meeting agenda.

310's

ANDESITE PROPERTIES, FL2016002, Flathead River, bank stabilization: An on-site inspection was set for Friday, January 29, 8:30 A.M. at the site.

NEW BUSINESS

BIG SKY WATERSHED CORPS WORKPLAN: Valerie Kurth reported she & Sarah Bowman have been working on the workplan for Sarah, and they presented the activity timeline to the board. Sarah reviewed requirements, elements, outline, and details of a watershed restoration plan with the board. Valerie asked the board for input on streams that could be included or prioritized in the Watershed Restoration Plan. Discussion held.

WILDLAND HYDROLOGY SHORT COURSES: Valerie provided the board with further information on the course. Discussion held. Mark Siderius made a motion “to approve the 1/11/2016 phone poll for Sarah Bowman & Valerie Kurth to attend the Rosgen basic survey skills class in Montana in June.” Dean Sirucek seconded. Motion carried unanimously.

KRAUSE CREEK CONTRACT: Valerie Kurth reported the Krause Creek contract is still being worked on, and presented a draft contract and scope of work to the board. Discussion held.

CPA 2016 ENGAGEMENT LETTER: Discussion held. The CPA Engagement Letter will be sent to the county attorney’s office for review. This will be on the February 8th meeting agenda.

PERSONNEL POLICY UPDATE: Discussion held. Mark Siderius made a motion “to approve the update to the Personnel Policy regarding cost-of-living increases.” John Ellis seconded. Motion carried unanimously.



BUDGET: The December 2015 End of Month report was reviewed with the board. Discussion held. Mark Siderius made a motion “to approve the December 2015 End of Month report.” John Ellis seconded. Motion carried unanimously.

WATERSHED MAP: Hilary Devlin, Flathead Lakers, spoke to the board about the Watershed Education trunks and made a request to the district for funding in the amount of \$525.78 to replicate the associated map. Discussion held. Mark Siderius made a motion “that the FCD contribute \$525.78 to digitize the map for another watershed education trunk.” Dean Sirucek seconded. Motion carried unanimously.

WEED WORKSHOP ADVERTISING: Kari Musgrove updated the board on current advertising for the weed workshop. Discussion held. No further advertising will be purchased by the district.

FLATHEAD RIVER COMMISSION (FRC) ADVERTISING EXPENSE: The Flathead River Commission made a funding request to advertise the April 6th Montana Bureau of Mines and Geology “Geology & Hydrogeology of the Flathead Valley’s Deep Aquifer” presentation at FVCC. Mark Siderius noted Flathead Lakers and Haskill Basin Watershed Council are also supporting the presentation. Discussion held. Mark Siderius made a motion “to approve up to \$900 for FRC advertising for the Bureau of Mines Deep Aquifer presentation.” Verdell Jackson seconded. Motion carried unanimously.

SWCDM BY-LAWS & SURVEY: Pete Woll was unable to attend the meeting. FCD supervisors were asked to contact Pete with any feedback on the Soil & Water Conservation Districts of Montana by-Laws and survey.

STREAM DEFINITION: Ronald Buentemeier pointed out the definition of a stream in the booklet *2012 Laws Pertaining to CD’s* states - “Stream” means any natural perennial flowing stream or river, its bed, and its immediate banks except a stream or river that has been designated by district rule as not having significant aquatic and riparian attributes in need of protection or preservation under 75-7-102”, and the definition in the *Flathead CD Adopted Rules* states - “Stream” means any natural perennial-flowing stream, or river, its bed and immediate banks, and its channels, and includes the entire stream from its mouth to its source even if portions go dry periodically. The term does not include a stream or river that has been designated by district rule as not having significant aquatic and riparian attributes in need of protection or preservation under 75-7-102, MCA.

MACD COMMITTEES: Discussion held. John Ellis made a motion “Flathead CD recommends to MACD that section F be modified to require that a quorum for a standing or special committee be 2/3 of the membership committee. And under section G the quorum for an ad-hoc committee is 2/3 of the membership of the committee.” Mark Siderius seconded. Motion carried unanimously.

1/27/2016 NOTE: This will be placed on the 2/8/2016 meeting agenda to clarify the request from MACD, and for the Flathead CD board to rescind the motion.



NRCS COOPERATIVE WORKING AGREEMENT: Angel Rosario updated the board on the NRCS Cooperative Working Agreement, and asked the supervisors to review the document and bring any questions to the February business meeting.

CERTIFICATION OF NRCS COOPERATOR AGREEMENT: Angel Rosario updated the board on the Certification of NRCS Cooperator Agreement, and asked the board to review the document and bring any questions to the February business meeting.

REPORTS

NRCS REPORT: Angél Rosario reported:

EQIP (Environmental Quality Incentive Program)

- Follow up visits and certifications
- 12 Applications for 2016 funding

WRE (Wetland Reserve Easement)

- Lost Trail Project update

CSP (Conservation Stewardship Program)

- Completed all annual payments
- New sign-up

Other

- Employees meeting & programs training
- River Steward meeting
- Interagency meeting
- Future seminars
- Office lease renewal
- Snow Report

RESOURCE CONSERVATIONIST REPORT: Valerie Kurth reported

District Office

1. I made fillable PDF forms for the supervisor timesheets, monthly mileage and expense reports, and 310-application forms (application, complaint and emergency).
2. The new RC computer arrived in early December.
3. The new copy machine/printer arrived on 1/20/16.
4. I shadowed Ginger Kauffman on payroll on 12/30/15.

Krause Creek: We received one response to the first limited solicitation. The review committee, consisted of two FCD supervisors (Pete Woll and Dean Sirucek) and myself met on 12/11/15 to review the bid. In addition, the committee consulted with the state conservation district legal representative, who recommended cancelling the solicitation to comply with recently passed conservation district law.

I revised the solicitation and sent it to eight consultants on 12/16/15. The bid deadline was 1/6/16, and FCD received two responses. The committee convened again on 1/8/16 to



review the bids. The committee scored the bids based on the criteria defined in the solicitation, and they recommended the firm with the higher score to the Board. The Board moved to procure the selected firm at their meeting on 1/8/16, and we are in the process of notifying the firms and negotiating a contract. I submitted the quarterly report for this grant to DNRC on 1/15/16.

River Steward/River to Lake Initiative

1. We welcomed the new River Steward, James Dillon, in early January, and we met on 1/5/16 to introduce him to the partners.
2. River to Lake Initiative meeting on 12/16/15.

Seedling Program: We have processed eight orders to date.

Sourcebook Curriculum Project: Lori Curtis and I closed out most of the existing grants in December, including the FCD-sponsored HB223 grant (HB223-14-3350 – Flathead Educators' Guide). We drafted the reports together, and I assembled the deliverables for the 223 grant. I submitted the final report on 12/22/15, and the District received the notice of grant completion on 12/31/15. This project has garnered attention at the state level: a representative from DEQ contacted me with questions about it, and MACD featured it in an article about 319 Mini-Grants in their most recent newsletter. I am setting up a meeting for February for the committee to discuss the final phase of the project.

TMDL/Ashley Creek: DEQ is conducting winter sampling along Ashley Creek at four of the sites we sampled last summer. The goal is to isolate the effects of plant activity from other potential nutrient sources by sampling during a period of low photosynthesis and nutrient uptake. I coordinated permission with the one private landowner involved, and Sarah Bowman assisted DEQ personnel with the sampling on 1/21/16. I am also reviewing a draft report from the summer 2015 sampling.

Trumbull Creek Project: I wrote the final report and public outreach documents (website post and media release) for the HB223 Grant 223-12-3239 - Trumbull Creek Restoration Project. I submitted the final report on 12/18/15, and the District received notice of grant completion on 12/31/15. John Kouns will complete the pile burning in March 2016.

Watershed Restoration Planning/Big Sky Watershed Corps (BSWC): I traveled to Helena with Dean Sirucek on 12/7-12/8 to meet with personnel from DEQ, DNRC, and MACD about developing a watershed restoration plan in the Flathead Valley. We discussed approach and scope for the project.

FCD was awarded a DNRC Watershed Management Program grant for \$5,000, which will cover the District's portion of the BSWC host site fee. The District is responsible for providing office space, printing/copying access, and money for incidental expenses (e.g., travel or training). MACD is responsible for the other half of the host site fee, and they also have additional funding for incidentals.

Sarah Bowman started her term in the FCD office on 1/4/16. I spent time during the first week showing her around the Valley and introducing her to people. We attended BSWC



Member/Site Supervisor training in Bozeman on 1/13-1/15, which was a great opportunity to learn general information about AmeriCorps and the BSWC program in particular. We enjoyed meeting the other incoming BSWC members and site supervisors, and we received advice from previous program participants. We also stopped at the MACD office in Helena on our way to Bozeman on 1/12/15 to meet with Elena Evans and Ann McCauley about their watershed planning expectations.

ASSISTANT CONSERVATIONIST REPORT: Kari Musgrove reported:

World Soil Day, Saturday, Dec 5: Flathead High School students created video ads, soil health posters, and prepared food for the event. They also helped hang posters around town. We had 50-60 people attend to view posters, and sample food, 32 people stayed to watch Symphony of the Soil. We distributed educational material on the Flathead Conservation District, 310 permits, weeds, invasive weeds, soil, and pollinators. Furthermore, Sammy Soil & a large inflatable Earth were there to represent World Soil Day.

Montana Bureau of Mines and Geology:

- **The Flathead Beacon** will interview the hydrogeologists and run an article in the March 30 edition.
- **Science on Tap-Flathead:** April 5, 6:00-8:00pm, Flathead Lake Brewery
- **Flathead River Commission's Presentation:** April 6, FVCC, 6:30-8:30pm

Noxious Weed Workshop, March 3 & 9, 6:30-8:30 pm: FVCC's Agriculture department is sponsoring the event. They are providing the room, media assistance, display tables, and they may distribute the press release.

- 12/14/15: Planning meeting with CHS & the Flathead Weed Department
- 12/16/15: Planning meeting with the USFS, MT Dept. of Ag, Extension, Flathead Weed Department & Glacier National Park
- 1/20/16: Planning meeting with the USFS, Extension, Weed Department, CHS and Glacier National Park.

The Flathead Beacon will interview noxious weed professionals and print a community interest piece the week before the workshop. FVCC's Continuing Education Center printed information about our workshop in their flier.

Flood Awareness Day, April 21: Flood Awareness Day will be held at the Fairgrounds April 21. The road department has confirmed their willingness to donate sand.

Stations

Flume	Confirmed, DNRC
Holding Water	Confirmed, MT Water
Floodplain	Confirmed, AmeriCorps
Sandbag	Confirmed, Army Corps
Enviroscape	
Rolling River Trailer	



Family Forestry Expo, May 2-6: Our schedule for meetings is the first Tuesday of every month at 7:00 am at Perkins Restaurant on Hwy 2 in Kalispell (Feb 2, March 1, April 5, plus an additional pre-Expo meeting Tuesday April 19 and a post-Expo meeting Tuesday May 17.)

Envirothon: We are receiving requests for sponsorship through February 1. Decisions will be made during February's business meeting.

College Scholarship: We are receiving applications through March 15th.

Camp Sponsorship:

- A Glacier Institute camp sponsorship form was created and posted to the website.
- All camp forms are updated for 2015/2016 and posted to the website.

Education Grant Program: Is being updated for 2016.

Weed Conference, Jan 13: The conference was a great place to learn more about how Montana is working to limit the impacts of invasive species.

Watershed Education Trunk: The two watershed education trunks are nearly complete.

Flathead Beacon Ads:

Dec: World Soil Day, Programs, free on-line

Jan: Envirothon/college scholarship, winter 310

Feb: Weed Workshop

FLATHEAD BASIN COMMISSION REPORT: Dean Sirucek reported the next meeting is this Wednesday in the Fish Wildlife & Parks conference room on Meridian in Kalispell, 10:00 A.M.-3:00 P.M.

FLATHEAD COUNTY PLANNING BOARD: Dean Sirucek reported the January 20th meeting agenda included a zoning change, and the Planning Board received a draft copy of new Floodplain Regulations & Lakeshore Protection Regulations.

MACD REPORT: No report.

WHITEFISH CITY PLANNING BOARD: John Ellis reported the January 21st meeting agenda included:

- A request for a conditional use permit to operate a Tap Room/passed
- Changes to City of Whitefish Planned Unit Development regulations/refused
- Amendments included the word "servant" being changed to "domestic worker"
- Zoning Text Amendment



FLATHEAD RIVER COMMISSION: Mark Siderius reported the January 18th meeting agenda included the Bureau of Mines presentation and discussion of advertising funds for the presentation, flood inundation mapping, request to relocate flow portion of stream gauge which was at Sportsman's bridge to gauge at Foy's Bend, and review of draft floodplain regulations.

HASKILL BASIN WATERSHED COUNCIL (HBWC): Camisha Sawtelle submitted the following report:

The 1/13/14 HBWC meeting included: a review of board membership and election of board members; a discussion of the approach for the city reservoir management plan, a Whitefish Face Working Group project update, an update of the Forest Plan Revision, and a discussion of projects at Whitefish Mountain Resort. The Resort follows the 2005 plan prepared by Land and Water Consulting and follows DEQ permitting regulations. The next meeting is March 9th.

CLARK FORK TASK FORCE: No report.

SOURCEBOOK CURRICULUM PROJECT: Lori Curtis gave the following update on the Flathead Watershed Sourcebook & Curriculum Development Project:

Both Soil & Water Conservation District 319 Mini-grants are closed out, as is the HB223 grant. Phases I through IV of the project are completed. At this juncture, I feel it is my duty to:

- 1) Ensure that the final phase of the project gets done well and in a timely manner, and
- 2) Check in to see if the FCD board is comfortable with my continued involvement as an Associate Supervisor. I would gladly commit to staying involved, but only if everyone agrees it is appropriate. There is a fair amount of work to be done in the final phase from managing the project, to budget creation, to grant writing & admin, etc. I feel that Valerie Kurth and I make a good team managing this project, but perhaps Valerie has the capacity to do this work solo.

Here's what needs to be done in Phase V:

In this phase, the MSU team agreed to help us "disseminate, implement, and evaluate the Guide." From my perspective, for MSU that includes:

- Accepting suggestions and corrections from reviewers on the first draft and updating it
- Communicating with teachers to be sure they are using the Guide, and if not, to encourage their participation
- Holding the next meeting with teachers to evaluate the effectiveness of their using the guide in classrooms, and updating lessons to reflect their experiential comments
- Creating the final print-ready Guide *per our specifications*

The Community of Resource Educators (CORE) team needs to:

- Develop a realistic budget for Phase V including
 - o the \$2500 MSU agreed to for their work
 - o \$1340 for travel
 - o the cost of holding the next Educators' Workshop



- the cost of printing the Guide
- the cost of having a web content developer make the guide into an online version for posting
- the cost, if any to have it posted on the Flathead CORE website, Flathead Watershed Sourcebook website, FCD website, and any other applicable sites
- office expenses (paper, ink, mailing, etc.)
- grant writing & administration fees
- In kind costs such as educator time, CORE staff time (you, Teresa, Hilary, me)
- print the second edition of the Flathead Watershed Sourcebook
- Put this budget into a simple working spreadsheet to manage the finances
- Raise funds to cover this new budget (this is probably the most time intensive remaining effort)

Discussion held. The board stated they would like Lori to continue with the Sourcebook project & discussed availability of grant funding for printing.

MATTERS OF THE BOARD/STAFF

- DNRC 10-minute training "Open Meeting Act"
- Floodplain permitting issues meeting, Friday, January 29, 10:00 AM

The next 310-meeting is scheduled for Monday, February 8, 2016, 7:00 P.M. in the conference room of the USDA building at 133 Interstate Lane, Kalispell, MT.

ADJOURNMENT: Dean Sirucek made a motion "to adjourn." Verdell Jackson seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 10:15 P.M.

Submitted By:

Ginger Kauffman, Administrator

Minutes approved by FCD Board motion made on:

(Date) (Signature) (Title - Chairman, Vice-Chairman, etc.)

